



Vigo Parish Council

Vigo Village Hall
The Bay, Vigo Village
Gravesend

Kent DA13 0TD

Tel: 01732 823337

Email: clerk@vigo-pc.gov.uk

Web: www.vigo-pc.gov.uk

TO ALL MEMBERS OF THE COUNCIL: You are hereby summoned to attend a meeting of Vigo Parish Council for the purposes of transacting the following business:

The proceedings of this meeting may be recorded in line with regulations set out in the Openness of Local Bodies Regulations 2014

AGENDA FOR THE MEETING OF VIGO PARISH COUNCIL

To be held on Monday 20th November 2023 at 7.30 pm in Vigo Village Hall

- 1) To receive Apologies for Absence
- 2) To receive Declarations of Interest from Council Members (if any).
- 3) Questions from the press & public*
- 4) Borough & County Councillor representative reports
- 5) Police & Community Warden reports
- 6) To approve the minutes of the Full Parish Council Meeting(s) held on 25th Sept. 2023 & 16th October 2022
- 7) To discuss matters arising from previous minutes, not otherwise on the agenda **
- 8) Services (grounds maintenance, grass cutting, tree surgery and future tree projects)
- 9) To note any Parish Council trees identified by Kent Highways as diseased or dying.
- 10) Planning:

Tree Preservation Orders.

- 1 Hornbeams: reduction of height and crown of 2 x Oaks. 20231075.
- 23 Timberbank: Re-coppice 1 x Hazel & 1 x Chestnut Stool. Remove 1 x Birch. 20231057.

Full Planning Applications. None received at time of Agenda publication.

Covenant Applications:

- 34 Churchside: demolition of existing garage, erection of single storey rear extension. Retrospective covenant application. 20230092.
- 87 Timberbank: replacement living room window.
- 297 Highview: relocation of side and rear garden fence.

Any other planning matters to include:

- Fowlers Stone Wood
- Enforcement Issues

- 11) Covenant breaches & enforcement of restrictive covenants & properties in disrepair
- 12) To discuss any requests from and matters regarding residents.
- 13) The Bay
- 14) To discuss and Gravesham Borough Council issues and / or Kent Highways issues.
- 15) To discuss the updated Highways Improvement Plan
- 16) To note and discuss the results of the ATC survey on Waterlow Road.
- 17) Winter Maintenance.
- 18) Drainage and Flooding issues.
- 19) Street Lighting.
- 20) Land not in the ownership of Vigo Parish Council – to note any update.
- 21) To note and agree quote from solicitor for legal advice (successor in title)
- 22) Parking Issues.
- 23) Insurance: to receive any updates on claims,
- 24) Insurance: to note & discuss the Clerks report on the insurance renewal.
- 25) Rural Housing Needs Survey
- 26) Councillor Patches – to receive update on issues reported.
- 27) To receive an update and discuss any play area issues (play park & ballpark)
- 28) Finance:
 - To note any payments made, payments due & income received.
 - To receive report and recommendations from Finance Working Party with regard to the Precept & Budget for 2024/2025
 - To note the annual cost of living increase for the Clerk, and to agree backpay to 01st April 2023, as recommended by KALC.
 - To note (and agree) the Clerks annual spine point increase from 01st April 2024.
 - To note (and agree) the Grant In Aid application from Vigo School PTA.
 - Any other finance issues / Responsible Financial Officers report
- 29) Vigo Light Bulb Project update.
- 30) Defibrillator Upgrade Programme (Cllr Hawkins)
- 31) To receive the Chairs announcements.
- 32) To receive the Clerks report and note correspondence received.
- 33) To agree to adopt the KALC Community Award Scheme for 2024.
- 34) Training
- 35) Reports from other organisations: None received at time of agenda publication.
- 36) Working Party Reports:
 - Environment Infrastructure Working Party (Cllr Haslem).
- 37) Any other urgent business (at the Chair's discretion)
(Information only, no motions may be proposed, or decisions taken under this item).

Joanne Glass

The Parish Clerk (dated 15th November 2023)

* (Standing Orders state that the Public Session will only take place for 15 minutes, with a member of the public having a maximum of FIVE minutes to discuss their query. Councillors are not obliged to respond to questions during the meeting).

** (Information only, no motions proposed, or decisions taken under this item)